

<b>Louisiana Board of Regents</b>	
<b>Bylaws Policies and Procedures</b>	
<b>Policy Number</b>	<b>BPP 6.1 (a)</b>
<b>Chapter</b>	<b>Bylaws</b>
<b>Effective Date</b>	<b>3/23/11</b>
<b>Subject</b>	<b>Louisiana Commissioner of Higher Education Position Description</b>

### **Structure and Reporting**

The Commissioner of Higher Education is hired by and works directly for the Louisiana Board of Regents (Board). The appointment is subject to Senate confirmation.

The Commissioner is chief executive officer of the Board and reports directly to the Board of Regents. The Commissioner works collaboratively with the presidents of Louisiana's four systems of public postsecondary education (Louisiana Community and Technical College System, Louisiana State University System, Southern University System, and the University of Louisiana System).

### **Duties and Responsibilities of the Commissioner**

- Interact effectively with state and postsecondary officials and the public
- Conduct of the affairs of the Board and coordinate the statewide activities for the state's postsecondary education enterprise
- Execute and enforce all the decisions, orders, rules, and regulations of the Board
- Act on behalf of the Board of Regents in fulfilling its responsibilities as spokesperson for postsecondary education in addressing and making recommendations to the Governor, Legislature, and the public on matters of policy
- Oversee Staff in:
  - Revision or elimination of degree programs, departments of instruction, divisions or similar subdivisions
  - Approval, disapproval, or modification of proposed degree programs, departments of instruction, divisions, or similar subdivisions
  - Studies and makes recommendations regarding the creation, merging, or elimination of institutions or branches

- Formulation and revision of a master plan for postsecondary education including a formula for equitable distribution of funds to the institutions of postsecondary education
- Budget recommendations for all systems of postsecondary education and recommendation of priorities for capital construction and improvements
- Meet regularly with system presidents to discuss mutual matters of concern or interest
- Address items of statewide concern and coordinates all presentations at meetings of the Board
- Coordinate senior staff personnel in preparing recommendations to the Board
- Set the agenda for Board meetings in consultation with the Board Chairman
- Employ and directs staff who serve at the will of the Board. Deputy level appointments are subject to ratification by the Board
- Work collaboratively with the Board to establish yearly short- and long-term goals, objectives and priorities
- As required, serve and participate on numerous committees, commissions, boards and groups
- Performs other duties prescribed by the Board for the efficient operation of the office

The Commissioner serves at the will of the Board at a salary and benefits fixed by the Board and approved by the Legislature. The Commissioner is also subject to Senate confirmation (R.S. 17:3123.1).

The Commissioner shall be annually evaluated on performance and competence by the Board.